

# City of Johns Creek Citation Instructions

## Appearance Requirements:

You have been issued a traffic citation (summons) by the City of Johns Creek Police Department. Police Officers are NOT authorized to set or accept Cash Traffic Bonds. The Municipal Court of the City of Johns Creek has established a Traffic Violations Bureau (TVB) to assist the public in disposing of minor traffic violations. On non-mandatory charges, you have the choice of appearing in court on the date written on the front of your citation, or you may plead guilty and pay the fine prior to your court date. You must appear in Court to plead NOLO (no contest). Appropriate attire is required for court. Visit [Johnscreekga.gov](http://Johnscreekga.gov) for detailed information.

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## Payment:

**Online:** [Johnscreekga.gov](http://Johnscreekga.gov) Click "Municipal Court" and "Pay Traffic Ticket"

**Pay-By-Phone:** 1-844-299-6427 anytime day or night

**In Person:** Cash, Money Orders, Cashier's Check, All Major Credit Cards- Monday-Friday 8:30 a.m. to 5:00 p.m. except major holidays.

**Please Note:** There is a service fee charged by a third-party company, Government Window, LLC, to cover the cost of this secure and convenient payment service accepting all major credit cards. Online and by phone (4%) and in person (3.5%).

**By Mail:** Money Orders or Cashier's Check only, Payable to:

**City of Johns Creek.**

**Mail Payment To:** Johns Creek Municipal Court, 11445 Johns Creek Parkway, Suite 200, Johns Creek, GA 30097

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## Continuance Instructions:

If you need a continuance of your court date, and you have not already requested one, you must come to Court Services to sign for the new date. Your request must be made during our business office hours (Monday-Friday 8:30 a.m. - 5:00 p.m.) Questions, please call 678-512-3444

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## Fine Amounts:

Fine amounts are available 7-10 business days **after** the date of violation. For more information regarding your fine amount or court date, visit [Johnscreekga.gov](http://Johnscreekga.gov) or call 1-844-299-6427.

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## Police Reports:

Call the Johns Creek Police Department main administrative number: 678-474-1600, Monday - Friday, 8:30 a.m. - 5:00 p.m. or visit [Johnscreekga.gov](http://Johnscreekga.gov)

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If your citation does not require a mandatory court appearance, and if you do not wish to appear in court, payment must be received at the court's office prior to the court date.

## **Mandatory Court Appearance:**

If you are charged with any of the following offenses, they cannot be paid out of court — they require a court appearance to resolve:

- Aggressive driving
- All city nuisance/code enforcement offenses
- All under 21 offenses (*ages of 17-20 must appear*)
- All alcohol offenses(except Open Container)
- Any other charge that may result in jail time and/or license suspension
- Attempt to elude an officer
- Disorderly conduct
- DUI (driving under the influence)
- Driving with suspended registration
- Driving with suspended license
- Furnishing alcohol to a minor
- Hit & run
- Habitual violator offense
- No insurance
- No License
- Passing a loading/unloading school bus
- Possession of a concealed weapon
- Possession of alcohol by a minor
- Racing
- Reckless driving
- Shoplifting
- Speeding more than 30 MPH over posted speed limit
- Suspended License
- Vehicular homicide/serious injury
- VGCSA (Violation of Georgia Controlled Substance Act)

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**Directions to the Johns Creek Municipal Court are available at [Johnscreekga.gov](http://Johnscreekga.gov). Citation inquiries 1-844-299-6427.**